

MEMORANDUM FOR: Director of Personnel
Office of Personnel

C/OP/PA&E/HRPS

SUBJECT: Sponsorship for SUGI Conference
Attendance for [redacted]

1. This memorandum requests that OP sponsor the costs of [redacted] attendance at the SAS Users Group International conference to be held 18 - 21 March 1984.

2. Attendance at this Users Group conference will benefit the Agency in several ways. HRPS has several hundred of its analytical procedures and data files in SAS format. The conference will examine SAS programming tools and procedures for data management, information retrieval, graphics, various statistical analysis techniques, and report writing. The papers, tutorials, and speakers at this conference will provide an excellent opportunity for HRPS to tap a wealth of expertise on these topics, to enhance the Staff's analytical skills, and to develop working contacts with other SAS users in the manpower planning field.

3. The cost of conference registration is \$75. Additional costs would include per diem and transportation to the conference site of Hollywood, Florida. Discount air fare is available to conference attendees.

Attachment

Concur: _____
DD/OP/PA&E

Date _____

Join us in sunny Florida for SUGI '84!

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The SAS Users Group International (SUGI) invites you to attend its ninth annual conference, to be held January 15-18, 1984 in Hollywood Beach, Florida. The conference provides SAS* users an opportunity to discuss their applications of SAS software and to learn new techniques from other users through paper and poster presentations and small group sessions. In addition, SUGI provides a forum for SAS users to meet the developers of the SAS System and contribute their ideas for future SAS development. New software products from SAS Institute will be displayed on a variety of hardware devices, and users can examine SAS publications and training materials.

The Institute is also offering training courses prior to SUGI '84, including the SAS Basics, SAS Processing, Enhancing SAS Technical Support Skills (OS), SAS Applied Time Series Analysis and Forecasting, SAS Macro Language, SAS Computer Performance Evaluation, and Principles of Regression Analysis courses. These courses offer a wide variety of topics for end users, consultants, and statisticians. All training courses are scheduled for January 12-14, except for the Enhancing SAS Technical Support Skills Course on January 13-14, at the Hollywood Beach Holiday Inn Resort. For more information, refer to the January-June 1984 issue of **SAS Training**, or call the Education Department of SAS Institute at (919) 467-8000.

Conference Agenda

Sally Carson, The Rand Corporation, chairs the 1984 conference, and has planned the agenda with the Institute staff and section chairs. The sections and their chair are:

Capacity Planning and Evaluation, and Systems Software
James Walker, Morino Associates, Inc.

Econometrics, Time Series, and Operations Research
Raymond Gibley, Stearns-Roger Engineering Corp.

Education and Consulting
Peter Rikard, Virginia Commonwealth University

Graphics
Rodney Strand, Science Applications, Inc.

Information Systems
Theresa Hart, The Upjohn Company

Interactive Techniques
Patricia Hermes, CIBA-GEIGY Corp.

Portable SAS
Cynthia Dietz, Texas Instruments

Posters
Cathryn Gust, US Senate Computer Center

Statistics
Donald Guthrie, University of California at Los Angeles

Tutorials
Helene Cavior, Bureau of Prisons

The block of SUGI-reserved rooms will only be held until the date listed with each hotel, and rooms will be held on a first-come, first-served basis. **Be sure to use the room reservation form to make your reservations, or let Patterson Travel Service know that you are with the SUGI '84 conference so you will be given a room in the reserved block.**

Discount Air Fares

Patterson Travel Service is the official travel agency and Delta Airlines the official airline for SUGI '84. They have arranged a 30% discount off regular coach fare or the best available fare from US cities served by Delta to Miami or Ft. Lauderdale/Hollywood. Alternative flight plans are available for those who live in areas not served by Delta. Purchase your tickets early to insure seating and avoid any increase in air fares. Call Patterson Travel Service for information and reservations.

Local Transportation

Fly into Ft. Lauderdale/Hollywood International Airport or Miami International (25 minutes south). From Ft. Lauderdale, you can take a limo directly to The Diplomat for \$4.50. Greyline Bus, also \$4.50, picks up passengers at Delta, Eastern, and United terminals and stops at several hotels. From Miami, you can take Red Top Bus Service for \$10.00 per person. No reservations are necessary.

Hollywood Beach, Florida

Hollywood Beach is located on the Atlantic Ocean 13 miles north of Miami Beach and seven miles south of Ft. Lauderdale. The warm, sunny climate in January with temperatures in the seventies is perfect for enjoying the six-mile-long public beach and boardwalk. Other local attractions include concerts and festivals at the Young Circle Bandshell and Festival Under The Stars, crafts and alligator wrestling at the Seminole Indian Reservation, and family fun at Atlantis—The Water Kingdom, the world's largest water theme park. Take in the spectator sports of horse racing and jai alai, or choose your own sport with tennis, golf, boating, fishing, and year-round swimming.

The Diplomat Resort and Country Clubs, the site of SUGI '84, features a private beach, marina, two championship golf courses, tennis courts, spas, pools, shops, restaurants, lounges, and top entertainment. The 600-acre tropical complex is conveniently located for sightseeing in Hollywood Beach and the surrounding area.

Register now for SUGI '84, and join us in sunny Florida!

Tentative Conference Schedule

Sunday, January 15

12 noon-6:00 p.m.
Arrival and check-in
Conference registration
7:00-8:00 p.m.
Welcome and general session
Overview by SAS Institute
8:00-11:00 p.m.
Get-acquainted mixer

Monday, January 16

8:30-12 noon
Concurrent sections
Education and Consulting
Graphics
Information Systems
Interactive Techniques
Statistics
Tutorials
9:00-5:00 p.m.
Demonstrations
1:30-5:00 p.m.
Concurrent sections
Capacity Planning and
Evaluation, and Systems
Econometrics, Time Series, and
Operations Research
Graphics

Information Systems

Statistics
Tutorials
4:30-6:30 p.m.
Posters
5:30-7:30 p.m.
Mixer
6:00-10:00 p.m.
Birds-of-a-feather sessions

Tuesday, January 17

8:30-12 noon
Concurrent sections
Education and Consulting
Graphics
Information Systems
Portable SAS
Statistics
Tutorials
9:00-5:00 p.m.
Demonstrations
1:30-5:00 p.m.
Concurrent sections
Capacity Planning and
Evaluation, and Systems
Econometrics, Time Series, and
Operations Research

Information Systems
Interactive Techniques
Statistics
Tutorials

4:30-6:30 p.m.
Posters
5:30-7:30 p.m.
Mixer
6:00-10:00 p.m.
Birds-of-a-feather sessions

Wednesday, January 18

8:30-12 noon
Concurrent sections
Econometrics, Time Series, and
Operations Research
Education and Consulting
Information Systems
Interactive Techniques
Statistics
9:00-12 noon
Demonstrations
12 noon
General session, awards,
SUGI '85 announcements
1:00 p.m.
Conference ends

Registration Information

The \$75 registration fee includes the conference **Proceedings** and the mixers. Student registration is \$15, but does not include the **Proceedings**. There is a \$10 late-registration fee for registrations received after December 15, 1983. To register for the conference, complete the SUGI '84 Conference Registration Form and mail to: SUGI '84, Box 8000, Cary, NC 27511-8000.

Accommodations

Information on each hotel is included in this packet. Please select your first, second, and third choices, and mail it to Patterson Travel Service of Raleigh, NC. Or, you can make your reservations by calling toll-free at (800) 334-5816. Make your reservations early.

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